



**ECDC COMMITTEE
VIRTUAL MEETING**

**Minutes of Monday, April 11, 2022
6:30 PM**

Committee Members participating were Chair Lynne Bermudez and members Tom Capano, Sarah Guido, Zillie Bhujju, Janet Kmetz (joined at 6:37 pm), Rosalee DiScipio (joined at 6:55 pm), Alex Qirjazi (joined at 7:15 pm) and Kevin Harutunian (Town Administrator). Planning Board Chair Martha Morrison and Select Board member Dick Gandt were also in attendance.

CALL TO ORDER

Chair Bermudez called the meeting to order at 6:36 PM.

GOVERNOR'S ORDER

Chair Bermudez announced that, due to the COVID-19 State of Emergency announced by Governor Baker, this meeting would be conducted as a Virtual Meeting via ZOOM and as such, participation was remote. She then read the following:

"Pursuant to Chapter 20 of the Acts of 2021, this meeting will be conducted via remote means. Members of the public who wish to watch or listen to the meeting may do so in the following manner: Video conference (see log-in information on the agenda on the website.) No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the Topsfield website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting."

APPROVAL OF MINUTES

Zillie Bhujju made a motion to approve the minutes of the ECDC meeting held Monday, March 14, 2022. Tom Capano seconded the motion and it passed 5-0 with a roll call vote as follows:

Lynne Bermudez – Aye

Zillie Bhujju – Aye

Tom Capano– Aye

Sarah Guido – Aye

Kevin Harutunian – Aye

Chair Bermudez mentioned that Debi Morong had sent members the response that the Select Board and Planning Board had sent to the MA Office of Housing & Economic Development in response to their recently proposed regulations concerning multi-family zoning requirements for MBTA Communities. As there appears to be confusion among residents as to what the regulations entail and the town's response, the Chair wanted all ECDC members to have current and factual information. Kevin Harutunian will forward to members a link to the response sent to the state on this issue from the MMA (MA Municipal Association) and the MMLA (MA Municipal Lawyers Association). The Chair also mentioned that the pastries from Zumi's had not affected Mr. Capano – he still looks buff.

BUSINESS DEVELOPMENT SHOWCASE SURVEY- Sarah Guido

Sarah Guido shared a copy of the survey she, Rosalee DiScipio and Zillie Bhujju had created to collect current information from residents and businesses for use during the Business Development Showcase. Questions asked residents and businesses their thoughts on what they'd like to see in town (retail and restaurants), their spending and travel habits concerning restaurants, and housing. Businesses were asked to comment on what it was like to have a business in Topsfield. Each question was reviewed, discussion held and in some cases edits made.

Discussion was held on how residents/businesses will be notified about the online survey. Rosalee will create a QR code to access the online survey. This code will be put on FB, the Town website and posters placed throughout town as well as at Town Meeting. An email will be sent to businesses notifying them of the survey. Zillie Bhujju suggested that posters be placed by 4/30 in time for the Town Cleanup and the art events being hosted by The Art Room.

DOWNTOWN INITIATIVES UPDATE

Town Administrator Kevin Harutunian provided the committee with an update on revitalization activities. Topics included the RFP for the Old Highway Garage being ready in time for the Business Development Showcase on June 7th (9:30 am), the RFP in progress for the Master Plan, an accepted offer by a new Building

Inspector, the new town website going live next week, the new town social media postings, opportunities to partner with the Village Shopping Center, the opening of Zumi's, installation of the solar bench near Cargill's in the next two weeks, and again this spring, placement of the outdoor dining parklet in front of Alex's Roast Beef and the placement of 15 planters along Main St. Discussion was also held on the state of the Shopping Center.

ADJOURN

At 8:31 PM, Janet Kmetz made a motion to adjourn. Kevin Harutunian seconded the motion and it passed unanimously with a roll call vote.

Lynne Bermudez - Aye
Zillie Bhujju – Aye
Tom Capano– Aye
Rosalee DiScipio – Aye
Sarah Guido – Aye
Kevin Harutunian – Aye
Janet Kmetz - Aye
Alex Qirjazi - Aye

Respectfully submitted,
Lynne Bermudez - Chair

DOCUMENTS

1. Agenda
2. Draft ECDC minutes of 3/14/2022
3. Business Development Showcase survey

<p>Pursuant to the 'Open Meeting Law, G.L. c. 30A, §18-25, the approval of these minutes by the Board constitutes a certification of the date, time and place of the meeting, the members present and absent, and the actions taken at the meeting. Any other description of statements made by any person, or the summary of the discussion of any matter, is included for the purpose of context only, and no certification, express or implied, is made by the Board as to the completeness or accuracy of such statements.</p>
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